

Minutes of the Development Review Committee of the City of Key West

March 22, 2012

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Call Meeting To Order

Don Craig, City Planning Department Director, called the City of Key West Development Review Committee (DRC) Meeting of March 22, 2012 to order at **10:10 am** at Old City Hall, in the antechamber at 510 Greene Street, Key West.

Pledge of Allegiance to the Flag

Roll Call

DRC Member or Designated Staff	DRC Representative	Present	Absent
ADA Coordinator	Diane Nicklaus	X	
Building Official	John Woodson / Wayne Giordiano		X
Community Housing	Omar Garcia		X
Department of Transportation	Myra Wittenberg / Carolyn Haia		X
Fire Chief	Alan Averette	X	
Florida Keys Aqueduct Authority	Marnie Walterson	Written comments	
General Services/Engineering Director	Doug Bradshaw / Elizabeth Ignoffo	Written comments	
HARC Planner	Enid Torregrosa	Written comments	
Keys Energy	Matthew Alfonso / Dale Finigan	Written comments	
Landscaping Coordinator	Karen DeMaria / Paul Williams	X	
Planning Director	Don Craig	X	
Police Chief	Steve Torrence	X	
Public Works	Greg Veliz		X
Sustainability Coordinator	Alison Higgins	X	

Also present:

Agency / Department	Name	Present	Absent
FEMA Coordinator	Scott Fraser		X
Planning Department	Ashley Monnier		X
Planning Department	Brendon Cunningham	X	
Planning Department	Nicole Malo		X
Planning Department/Recording Secretary	Jo Bennett	X	

Approval of Agenda

	Actions/Motions: A motion was made by Mr. Steve Torrence, seconded by Mr. Alan Averette, that the minutes be Approved moving item #8 to first in the agenda The motion Passed by a unanimous voice vote.

Approval of Minutes

1	December 16, 2012 Minutes Actions/Motions: A motion was made by Mr. Steve Torrence, seconded by Mr. Alan Averette, that the minutes be Approved . The motion Passed by a unanimous voice vote.
2	February 23, 2012 Minutes

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	Actions/Motions: A motion was made by Mr. Steve Torrence, seconded by Mr. Alan Averette, that the minutes be Approved with updates per Elizabeth Ignoffo's request. The motion Passed by a unanimous voice vote.
	Discussion Items
3	<p>501 Greene Street, Unit C (RE Number 00000520-000000) – An exception for outdoor display for hanging wooden shelves on the interior of open glass doors in the HRCC-1 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida</p> <p>Staff Report: Brendon Cunningham presented the project, which is for an outdoor merchandise display. Mr. Cunningham described the display being proposed and stated that the display is very simple. Mr. Cunningham stated that the proposed display is very clean and tastefully done by far one of the best he has seen proposed. Mr. Cunningham stated that the applicant was present to respond to any questions.</p> <p>Applicant: Mr. Alon Croitorn stated that there is a small boat that is used as part of the display and slides in and out when the shop is open.</p> <p>DRC Member Comments: ADA Coordinator – Ms. Nicklaus reminded the applicant that with the boat there needs to be at least a 36" clearance is required for ADA.</p> <p>Fire Chief – Mr. Alan Averette stated that he will need to review the regress and egress as it related to the placement of the boat. The applicant responded that the boat is movable and therefore could simply be moved to one side of the doorway.</p> <p>HARC Planner – Mr. Craig read the comments from Enid Torregrosa the HARC Planner submitted into record – "Should include the exact location on a site plan or survey map. The two (2) existing neon signs have never been approved by HARC." Mr. Cunningham responded that the applicant stated that he would remove the neon signs and fill out the proper paperwork with HARC.</p> <p>Planning Director – Mr. Craig asked if the building is located on City Right-of-Way. Mr. Cunningham stated that the doors do not encroach on the right-of-way when in the open position. It was determined that there is an encroachment on Duval Street, which needs to be addressed prior to moving to the Planning Board.</p> <p>Florida Keys Aqueduct Authority - Written comments submitted from Marnie Walterson of Florida Keys Aqueduct Authority (FKAA) submitted by into the record - "<i>The FKAA has no objection for an exception for outdoor display for hanging wooden shelves on the interior of open glass doors in the HRCC-1 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.</i>"</p> <p>Keys Energy - Written comments submitted from Matthew Alfonso of Keys Energy Services submitted into the record - "<i>Keys has no objections to the Outdoor Display.</i>"</p> <p>There were no additional Committee member comments for the record.</p> <p>Public Comments: There were no public comments.</p>
4	101 Duval Street, Suite 105 (RE Number 00000470-000000) – An application for

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Exception for Outdoor Merchandise Display, to allow the display of merchandise sold in-store, for the La Mirage Key West, located in the HRCC-1 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida.

Staff Report:

Brendon Cunningham presented the project which is for an outdoor merchandise display. Mr. Cunningham explained this is an active Code Case. Mr. Cunningham stated that the applicant was draping clothing over the open doors. Mr. Cunningham stated he understands why the applicant was trying to attract attention but he explained to the applicant he cannot continue to do so and needs to clean up the area. Mr. Cunningham stated he suggested to the applicant he move the mannequin that he currently uses in the door and use it outside.

Applicant:

The applicant was not present.

DRC Member Comments:

ADA Coordinator – Ms. Nicklaus stated that there needs to be at least a 36" clearance is required for ADA.

Fire Chief – Mr. Alan Averette stated that the merchandise cannot impede the egress or regress of the shop.

HARC Planner – Mr. Craig read the comments from Enid Torregrosa the HARC Planner submitted into record – "Incomplete application. No survey map, no site plan. The application needs better drawings depicting their proposal proposal including how they will display the merchandise."

Planning Director – Mr. Craig stated that he had to agree with the HARC Planner's comments. Mr. Craig stated that all the documents in the package must be improved on prior to the application moving to the Planning Board. Mr. Craig stated that a survey and site plan must be added as well as improved drawings as to what is planned along with good photos.

Florida Keys Aqueduct Authority - Written comments submitted from Marnie Walterson of Florida Keys Aqueduct Authority (FKAA) submitted by into the record - *"The FKAA has no objection for the application for an application for Exception for Outdoor Merchandise Display, to allow the display of merchandise sold in-store, for the La Mirage Key West, located in the HRCC-1 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West, Florida"*

Keys Energy - Written comments submitted from Matthew Alfonso of Keys Energy Services submitted by into the record - *"Keys has no objections to the Outdoor Display."*

There were no additional Committee member comments for the record.

Public Comments:

There were no public comments.

5 Storage of Certain Recreational Vehicles - An ordinance of the City of Key West amending Chapter 108, of the Code of Ordinances titled "Planning and Development" of Article VII, Division 3. by amending Sections 108-680 through 108-683 of the City of Key West Land Development Regulations, to allow the storage of certain vehicles; providing for severability; providing for the repeal of inconsistent provisions; providing for an effective date.

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Staff Report:

Mr. Cunningham presented the project which is an ordinance wording change to allow property owners to park their recreation vehicles on their property but not screened from view. Mr. Cunningham stated that this new wording is for the single family districts but not in Old Town. Mr. John Wilkins the Parking Manager, reviewed the existing Ordinance sections 108-680 through 108-683 and commented on the reasons why the change is needed.

DRC Member Comments:

ADA Coordinator – Ms. Nicklaus inquired if this change would have any impact on the current on street parking annual permits. Mr. Wilkins responded that this would not affect the current RV annual permits but it may lead to that ordinance being modified to include boats.

Landscaping Coordinator – Mr. Williams stated that landscaping is concerned about any vehicles being parked in the City right-of-way due to liability.

Planning Director – Mr. Craig stated that if there were no additional comments then the item should move to the Planning Board.

Florida Keys Aqueduct Authority – Written comments submitted from Marnie Walterson of Florida Keys Aqueduct Authority (FKAA) submitted by into the record - *"The FKAA has no objection for the application for an ordinance of the City of Key West amending Chapter 108, of the Code of Ordinances titled "Planning and Development" of Article VII, Division 3. by amending Sections 108-680 through 108-683 of the City of Key West Land Development Regulations, to allow the storage of certain vehicles; providing for severability; providing for the repeal of inconsistent provisions; providing for an effective date."*

Keys Energy - Written comments submitted from Matthew Alfonso of Keys Energy Services submitted by into the record - *"Keys has no objections to the Storage of Certain Recreational Vehicles."*

There were no additional Committee member comments for the record.

Public Comments:

Judy Martinez – 1020 Emma Street -3A – Ms. Martinez stated that she wanted to speak in favor of the change even though she does not own a recreation vehicle.

Adjournment

Actions/Motions:

A motion was made by Mr. Steve Torrence seconded by Mr. Alan Averette, that the meeting be **Adjourned**. The motion **Passed** by a unanimous vote.

Meeting adjourned at **10:41 am**.

Respectively Submitted by,

Jo Bennett

**Administrative Coordinator
Planning Departmentx**